Assistance to Firefighters Grant Program 2011

Presenter

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Assistance to Firefighters Grant Program

The purpose of the Assistance to Firefighters Grant (AFG) Program is to enhance the ability of first responders to protect the health and safety of the public from fire and related hazards.

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AFG Offers Three Grant Programs

Assistance to Firefighters Grants

Staffing for Adequate Fire and Emergency Response Grants

Fire Prevention and Safety Grants

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Total FY 2011 Appropriation

AFG $370 million

SAFER $405 million

FP&S $35 million

Eligible Applicants

Fire Departments

Nonaffiliated EMS

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Required Cost Share (Local Match) is Based on Population

Population less than 20,000 **5%**

Population 20,000 to 50,000 **10%**

Population 50,000 or greater **20%**

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Maximum Funding Levels

Population of 500,000 or less	**$1,000,000**
Population between 500,000 and 1 million	**$1,750,000**
Population of more than 1 million	**$2,750,000**

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What's New for 2011?

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Exciting New Changes

- The Guidance is shorter, more user friendly, and highlights the funding priorities. (High, Medium, Low)

- Changes were made to application questions to enhance the panelists' ability to review each application's merits.

- Total application score is now 50 percent from the electronic prescore and 50 percent from the panelists' scores for all projects.

- Quick reference guides have been provided.

- AFG is partnering with the National Fire Protection Association (NFPA) by providing a limited free Web link to the NFPA guidelines.

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DUNS, CCR, and SF-425 Updates

Central Contractor Registration (CCR)

Since October 1, 2003, it has been federally mandated that any organization wishing to do business with the Federal government under a FAR-based contract must be registered in CCR before being awarded a contract. ***This includes applicants and grantees for the AFG Program.***

For "New Registration" go to:

www.bpn.gov/ccr/grantees.aspx

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DUNS, CCR, and SF-425 Updates

In Summary

- A **DUNS number** is required to apply for a grant and to register with the CCR.

- **CCR registration** is NOT required to apply for a grant, but you must be registered to be awarded a grant.

- If your city already has a DUNS number, check first to see if it has already registered in the CCR and if its CCR is current.

- CCR registrants must revalidate their registration at least once a year to maintain an active status.

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Semiannual Programmatic and SF-425 Financial Reports

- The SF-425 Financial Report is required semiannually based on the calendar year. The report must be submitted before requests for grant funds will be approved.

- The AFG Semiannual Programmatic Progress Report is due six months after the grant award date. Both reports should be submitted as scheduled, even if they are both due in the same month.

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Application Scoring

- Each project in your application will be scored on its own merits, provided it meets the funding priorities set by the AFG's Criteria Development Group.

- This year, 50 percent of your final score will be from the electronic prescore, and 50 percent will be from an average of the Peer Review Panelists' scores.

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Application Scoring

Example : Your application has three projects.

Project 1: Replace Old, Outdated SCBA

        – Electronic Prescore   **91**

        – Peer Reviewers' Score   **89**

Project 2: Purchase P-25-Compliant Radios

        – Electronic Prescore   **94**

        – Peer Reviewers' Score   **84**

Project 3: Generator for Unoccupied Substation

        – Electronic Prescore   **50**

        NOT PANELED   **---**

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Application Scoring

- The score for each project will carry the same weight: 50 percent will be from the electronic prescore and 50 percent will be from an average of the Peer Review Panelists' scores. (The Generator Project will not be paneled).

- The final score will be based on two projects. The generator project will be disregarded.

SCBA   (91 + 89) 180 ÷ 2 = 90

Radios (94 + 84) 178 ÷ 2 = 89

One or both projects might be funded.

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Environmental and Historic Preservation (EHP) Review

- FEMA is legally required to consider the potential impact of all grant-funded projects on environmental resources and historic properties. This is accomplished via FEMA's EHP Review.

- Grantees must comply with all applicable EHP laws, regulations, and Executive Orders. No project with the potential to impact natural resources or historic properties can begin until FEMA completes the required EHP review.

- Grantees who start projects before receiving EHP approval from FEMA risk deobligation of funds.

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Questions

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Application Changes

In the *Applicant Information* section you will be asked to

- Describe your organization and/or the community you serve.

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Application Changes

- **Applicants will no longer be asked to write a single Narrative Statement for their entire application.**

- Applicants now will provide Narratives **specific to each *Request Details* Activity.**

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Application Changes

In the *Request Details* section for each activity, e.g., Training, Equipment, you will be asked to provide written Narratives. You will write Narratives in four separate text boxes as they relate to the requested activity:

- Project description

- Cost benefit

- Statement of effect of the funds, and

- Additional information.

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Application Changes

Fire department applicants and regional applicants will be asked to indicate **the total amount of funds being requested for EMS materials i**n the *Request Details* section for each activity.

This question will not be scored and will not be counted toward your project budget. It is being asked for information purposes only.

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Community Risk Assessment

Look at:

History: Trends – frequency – severity

Current: Financial – core mission – political

Future: Possibilities – probabilities – certainties

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Application Changes

Financial Need

Your organization's financial need for the grant, which formerly was discussed in the *Narrative Statement,* now should be discussed earlier in the *Department Characteristics (Part II)* section of the application*.*

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Financial Need

In *Department Characteristics (Part II),* explain:

- Why do you need money from the Federal Government?

- Why can't you complete this project without Federal funds?

- Describe your income compared to expenses to illustrate current funding deficiencies.

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Financial Need

- Explain other attempts you have made to fund department needs (e.g., fundraisers, donations, funds from insurance, taxes, fees for service or subscription service).

- Explain financial and community trends or changes (shrinking economy or rapid growth).

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Application Changes

In *Department Characteristics (Part I)*

- You will be asked whether the department is compliant to the National Incident Management System (NIMS) requirements.

In *Department Characteristics (Part II)*

- You will be asked to give the percentage of your annual budget that comes from

  o EMS Billing

  o Fees for Services other than EMS billing (e.g., vehicle extrication)

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Vehicle Changes

- Applicants may request multiple vehicles, but the total amount requested will be limited to their financial cap, which is based on population.

- Ambulances are now included as a High Priority under Fire Department Vehicles.

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Personal Protective Equipment Changes

- Applications for turnout gear may now request complete sets or list the individual pieces of the turnout ensemble needed.

- In requests for Self-Contained Breathing Apparatus (SCBA), the highest priority will be given to replacing SCBA manufactured before the 2002 Edition of NFPA 1981.

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Wellness and Fitness Changes

- A Behavioral Health Program is now required as one of the four primary activities to receive a wellness and fitness grant.

- If your department does not currently offer a Behavioral Health Program, you must request funding to establish such a program before requesting other wellness and fitness projects, such as fitness equipment.

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Training Changes

- Stand-alone Flashover Simulators are no longer eligible for funding.

- However you can still request commercially manufactured Mobile Burn Trailers.

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Regional Application Changes

- New this year is the ability to request Personal Protective Equipment (PPE) as a Regional Project.

- Turnout gear and SCBAs are now eligible, but all departments participating in the Regional Application will be reviewed for previous SCBA grant awards.

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Equipment Changes

- Extended warranties and service agreements, when offered, are now eligible on all items.

- Boats 20 feet or less in length are now eligible for funding as an Equipment Project.

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Questions

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AFG Program Areas

Up to three separate funding applications may be submitted:

- Operations and Safety

- Vehicle Acquisition
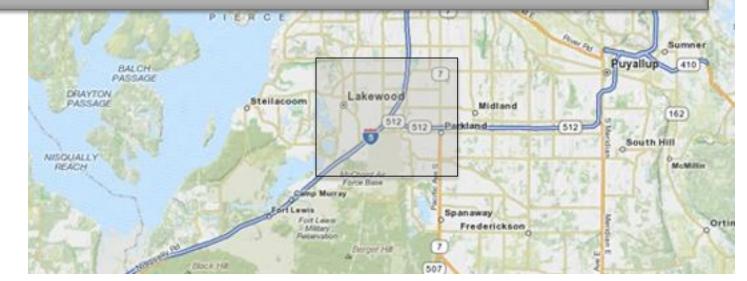
- Regional Projects

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Funding Priorities

Always check the Funding Priorities in the Program Guidance before deciding on the items or projects for which you will request assistance.

The AFG Program Guidance can be accessed at http://fema.gov/firegrants.

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Primary Response Area

- For application purposes, use statistics for your own first-due/response area. In the application, be sure to list accurately your department's square mileage. Inaccurate answers to this question may void your application.

- Automatic or mutual aid calls do not count toward your first-due area. You will list them separately at the bottom of the *Call Volume* page.

Fire Department Vehicle Acquisition Activity

AFG Vehicle Grants

- Previous vehicle awardees are eligible to apply in 2011.

- Fire departments and nonaffiliated EMS organizations that protect urban, suburban and rural areas or communities may request multiple vehicles in a single application.

- A variety of vehicles may be requested. However, selecting lower priority vehicles will decrease your application's competitiveness.

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Fire Apparatus Priorities

Priority	Urban Communities	Suburban Communities	Rural Communities
1 (H)	Pumper Ambulance Aerial Quint (Aerial <76') Quint (Aerial >76') Rescue	Pumper Ambulance Aerial Quint (Aerial <76') Quint (Aerial >76') Tanker/Tender	Pumper Ambulance Brush/Attack Tanker/Tender Quint (Aerial <76')
2 (M)	Command Hazmat Light/Air Rehab Foam Truck	Rescue Command Light/Air Hazmat Brush/Attack	Command Hazmat Rescue Light/Air
3 (L)	ARFF Brush/Attack Foam Truck Fire Boat Tanker/Tender Highway Safety Unit	ARFF Rehab Highway Safety Unit Fire Boat Foam Truck	Foam Truck Arial Highway Safety Unit ARFF Rehab Fire Boat

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Equipment

- Items requested in the Equipment category should meet any regulatory requirements and National Fire Protection Association or Department of Homeland Security-adopted standards.

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Training

In *Department Characteristics (Part I),*

- Fire department applicants will be asked to indicate the percentage of active firefighters trained to Firefighter I and Firefighter II.

- If less than 100 percent are trained to those standards, applicants will be asked if their application will request a training grant to reach full compliance.

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Training

- If the applicant is *not* requesting a training grant to reach 100 percent compliance with the NFPA standard, the department will be asked to describe its plans to achieve full compliance with the standard.

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Personal Protective Equipment

- You will be asked to provide significant detail about your existing equipment inventory.

- The age of your existing equipment will be considered in all phases of review.

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Self-Contained Breathing Apparatus

- Applicants with significant numbers of older, non-compliant SCBA are a higher priority for funding.

- Applicants with SCBA that are compliant with the more current editions of NFPA 1981 (the 2002 and 2007 Editions) are a lower priority.

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Wellness and Fitness

- Entry-level physicals (NFPA 1582)

- Immunizations

- Periodic health screenings

- Behavioral health programs

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Modification to Facilities

- Sprinkler systems

- Smoke, fire alarm notification systems

- Source-capture vehicle exhaust systems

- Air quality systems

- Emergency power generators

- Vehicle-mounted exhaust filtration systems

Note: Grants will not be provided to modify buildings constructed after 2003.

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Modification to Facilities

Funding Priorities

- Requests for direct source-capture systems, sprinkler and smoke/fire alarm systems

- Stations with sleeping quarters and/or occupied 24/7

Additional Considerations

- Age of the building—older buildings receive higher priority for funding

Note: Grants will not be provided to modify buildings constructed after 2003.

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EMS
Applications

Nonaffiliated EMS

- A **nonaffiliated EMS** is a public or nonprofit emergency medical service organization that provides direct emergency medical services, including emergency medical transport to a specific geographic area on a first-due basis, but is not affiliated with a hospital and does not serve a geographic area where EMS is adequately provided by a fire department.

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Ineligible Organizations

- EMS organizations that do not transport

- Rescue squads

- Fire-based EMS organizations

- Hospital-based or -affiliated EMS

- Air ambulances (fixed wing/helicopters)

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EMS Applications

Up to three separate applications may be submitted:

- EMS Operations and Safety

- Vehicle Acquisition

- Regional Projects

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EMS Vehicles

- A total of $1.95 million is available.

- Applicants may request multiple vehicles.

- Requests are limited to the financial cap.

EMS Vehicle Priorities

Priority One (H)

Ambulances or transport units to support EMS

Priority Two (M)

First Responder non-transport vehicles
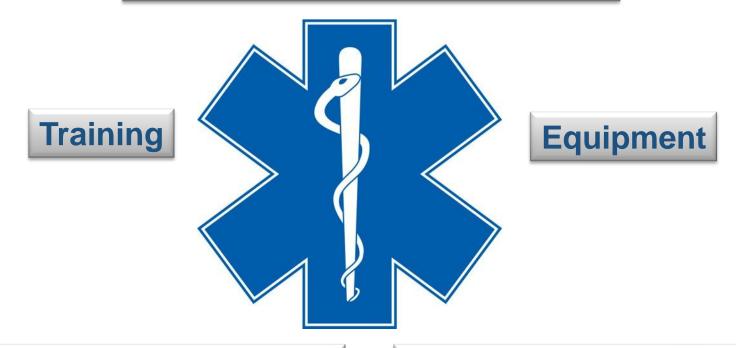
Operations vehicles (Hazmat, rescue)

Priority Three (L)

Other specialty vehicles

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EMS Operations and Safety Activities

Personal Protective Equipment

Training

Equipment

Modifications to Facilities

Wellness/Fitness Services

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Ineligible Activities

- Firefighting equipment

- EMS expendables (gloves, medicines, etc.)

- ALS equipment for BLS organizations

- Construction

- Wildland and structural PPE

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Regional Applications

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Regional Applications

- Any eligible organization may act as a host for a regional application.

- A regional project is one in which multiple organizations serving more than one local jurisdiction benefit directly from the activities implemented with the grant funds.

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Eligible Regional Grant Projects

- Communications projects

- Training

- Equipment

- PPE/SCBA

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Questions

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Planning Your Application

> **Risk:** Exposure to the chance of injury or loss; a hazard or dangerous chance

What are the Risks in your community?

- Aging structures not built to any standard or fire code
- Lack of adequate water supply
- Hazardous materials
- Major transportations routes, such as interstate highways or railways

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Determine Your Capabilities

- Are you sufficiently equipped to safely respond to your community's risks?

- Where and when are your responders and citizens vulnerable?

- Would the operational condition of your equipment and infrastructure put your responders and citizens at risk?

Planning Your Application Program Priorities

- After you have determined the *risks* in your community, assess your *capability* to address those risks.

- Then match your risks and capabilities to the Program Priorities found in the FY 2011 Program Guidance for your project.

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Planning Your Application

- Apply for only top priority items that address your organization's highest risk or need.

- Plan to complete and submit your application well in advance of the closing date.

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Planning Your Application

- Use the team approach to developing your application and Narrative responses for the *Request Details* activities.

- Enlist a third-party individual who is not involved in the writing process to review and evaluate the clarity and reasonableness of your application.

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Planning Your Application

- Understand the program priorities for your target activities.

- Understand the *Request Details* questions and how they relate to the program priorities.

- Research your answers.

- Determine where there is a match.

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Developing Narratives for the Request Details Section

- Applicants will be asked to provide Narratives for each activity requested in the *Request Details* section.

- Once an applicant enters a line item for an activity, a link will appear for entering the Narratives for that activity.

- By selecting the link, the applicant will be directed to complete four separate text boxes: Project Description, Cost Benefit, Statement of Effect, and Additional Information.

- These four text boxes must be completed for each activity being requested.

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Developing Narratives for the Request Details Section

Example:

- The first line item you are requesting in the Personal Protective Equipment activity is 20 SCBAs. Once you enter that line item, a link will appear for you to enter the four Narratives.

- You will complete the Narratives once for each activity regardless of the number of line items you request.

- If you request funding in PPE and Training, you will need to submit four Narratives for both PPE and Training—a total of eight Narratives.

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Developing Narratives for Request Details Activities

Four critical elements must be addressed in each Narrative for each activity:

- Project Description

- Cost Benefit

- Statement of Effect

- Additional Information

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Content of Narratives

- **Project Description**: What you are requesting funding for, including description of the major budget items, i.e., personnel, equipment, contracts, etc.?

- **Cost Benefit:** What benefits will your department or community realize if the project described is funded? Provide justification for the budget items relating to the cost of the requested items.

- **Statement of Effect**: How will this award affect the daily operations of your department? How will it affect your department's ability to protect lives and property?

- **Additional Information**: Provide details about your request that were not covered in any other section or that deserve to be emphasized.

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Project Description

- How much will it cost?

- Do you have the training for items requested or will you require training?

- Describe any special issues.

- Explain the identified risk and problem?

- What is your solution or remedy?

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Cost Benefit

- Explain the anticipated benefits of the grant funds as opposed to the costs involved.

- Discuss frequency of use vs. cost.

- Describe any projected increases in efficiency of operations.

- Describe any anticipated improvements in interoperability.

- Explain the consequences of not receiving the award.

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Statement of Effect

- How will this grant improve firefighter safety and reduce loss of life and property?

- Discuss the grant's benefits related to frequency of use.

- Describe how you will measure the results of your project and the effects of the grant.

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Additional Information

- Include any information about your department or project you feel would enhance or help justify your grant request.

- Re-state why it is important that your particular application be funded. Why is it critical?

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Key Points

- Remember, your peers will be reading your Narrative responses, therefore, write so that your need is clear.

- Relate only local information—not national statistics.

- Provide information the reviewers do not know, e.g., information unique to your community or area that might influence how your peers view your application.

- Do not use brand names.

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Helpful Hints

- Write and edit the Narratives offline. Cut and paste the text into the text boxes of the online application.

- Seek a third-party or outside individual to review the application.

- Make sure you have provided four Narratives for each activity in the *Request Detail*s section before you submit your application.

- Avoid using templates and brand names in Narratives.

Helpful Hints

- Be specific and to the point.

- Apply for eligible, high-priority items.

- Re-state important details from earlier sections of the application.

- Make sure the data in the Narratives are consistent with the rest of the application.

- Review all application information before submission.

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Planning Your Application: Program Funding Priorities

The single most important thing you can do to ensure your department has the best opportunity for success in the AFG Program is to match your highest needs to AFG funding priorities.

<p style="text-align: center; color: red;">DO NOT DEVIATE</p>

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Remember

Once the application has been submitted, It Cannot Be Changed.

Follow the Program Priorities!

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FY 2011 SAFER Funding

- $405 million

- Anticipating a July or August 2011 Application Period

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SAFER
Purpose and Goal

- Purpose: Provide financial assistance to help departments increase the number of frontline firefighters.

- Goal: Assist fire departments with staffing and deployment capabilities so they may respond to emergencies and assure communities have adequate protection from fire and fire-related hazards.

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SAFER Hiring And Recruitment and Retention

- Hiring New Firefighters: To increase the number of front-line staffing.

  - FY 2011 SAFER guidelines are still being developed.

    - Visit www.fema.gov/firegrants for updated information.

- Recruitment and Retention of Volunteer Firefighter Grants Activities: To bring about a net increase in the number of trained, certified, and competent firefighters, or to retain current firefighters.

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The SAFER Narrative Statement

Your SAFER application can include more than one activity.

- In the Narrative, each activity should be described independently of the other.

- By listing each activity separately, the peer reviewers may see merit in one or all of the activities.

- An award may be made in whole or in part depending on the value of the activities.

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SAFER Eligible Applicants

Hiring Activity

- Career Fire Departments

- Combination Fire Departments

- Volunteer Fire Departments

Note: Municipalities and fire districts may apply on behalf of departments lacking the ability or legal status to apply on their own.

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SAFER Eligible Applicants

Recruitment and Retention of Volunteer Firefighters Activity

- Volunteer Fire Departments

- Combination Fire Departments

- State and local organizations with an interest in volunteer firefighters

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Hiring Grant Eligible Costs

In volunteer and mostly volunteer combination departments, SAFER-funded firefighters may:

- Work a 40-hour per week schedule instead of a 24-hour shift schedule

- Have collateral assignments, e.g., fire chief, training officer, fire inspector, public educator

- Be the department's first career firefighter

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Recruitment and Retention Grant Eligible Activities

- Insurance packages [accidental death and dismemberment (AD&D), disability, health, dental, life, etc.]

- Salary and benefits for a Recruitment and Retention coordinator

- Explorer, cadet, and/or mentoring programs

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Recruitment and Retention Eligible Activities

- Reimbursement of costs incurred by firefighters while attending required training, including compensation for lost wages, mileage, lodging, and per diem.

- Stipends such as fuel reimbursement for responding to incidents or other operational activities.

- Marketing costs to recruit new volunteer members.

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Recruitment and Retention Grant Eligible Activities

- Do not be afraid to select *Other.* Be sure to describe the activity and how it meets your department needs.

- Length-of-service awards (non-cash awards) and other retirement benefits (based on participation)

- Cash awards based on operational awards

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Recruitment and Retention Eligible Activities

Tuition assistance is available for higher education, including college tuition and professional certifications (more than what the department typically funds for required minimum staffing firefighter certification).

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FY 2011 FP&S Funding

- Funding $35 million

- Tentative application period in winter 2011–2012

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FP&S Eligible Applicants

- *Fire departments* and *nonprofit organizations* that have experience and expertise in fire prevention programs can apply under the Fire Prevention and Safety activity.

- Fire departments are not eligible to apply under the Research and Development activity.

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FP&S Eligible Categories

Applicants may apply under the following categories:

- General Education/Awareness

- Code Enforcement/Awareness

- Fire and Arson Investigation

- National/State/Regional Programs and Studies

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The FP&S Narrative

- Fire Prevention and Safety Applications can contain more than one project (up to three), such as home fire safety for children, fire extinguisher training for local business' and code compliance for the community.

  - Be sure the narrative for each activity is clearly defined and completely independent of the other.

  - List each activity separately to enable the peer reviewer to rate each activity based on its potential value based on program priorities.

  - Project(s) may be funded based on the merits of the specific activity.

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FP&S Eligible Projects

Examples of Eligible Projects

- General prevention/awareness
- Smoke alarm installation
- Juvenile fire setter projects
- Sprinkler awareness
- Public education
- Code enforcement/awareness
- Fire and arson investigation

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FP&S Cost Share

- For *fire departments*, the cost share is the same as in the AFG Program and is based on population:
  - Less than 20,000 = 5%
  - Between 20,000 and 50,000 = 10%
  - Over 50,000 = 20%

- For all other applicants, there is no cost share.

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Questions

Procurement Integrity

- Competition

- Documentation

- Specifications

- Conflicts of Interest

Competition

- Grantees are expected to promote competition. This means soliciting prices from multiple vendors and manufacturers.

- Purchases should be made as a result of the competition—from the vendor or manufacturer who best meets the requirements and provides the grantee with the best price and quality.

- The timeliness of delivery should be considered when making these decisions.

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Documentation

- Grantees are required to maintain documentation related to purchases.

- Grantees who fail to document purchases may find that expenditures are disallowed.

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Specifications

- Specifications shall clearly describe the requirements of the product to be purchased or contracted.

- However, specifications may not be written in a way that unnecessarily limits, restricts, or eliminates competition.

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Specifications

- Grantees cannot impose in-state or local geographical preferences in the evaluation of bids or proposals.

- Grantees cannot use specifications obtained from vendors if they are found to be restrictive or proprietary.

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Specifications

- Do not indicate brand names in your application or in your specifications.

- Grantees who specify brand name products may be asked to provide DHS with their procurement documents (such as requests for proposals, invitations for bids, or independent cost estimates).

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Conflicts of Interest

Members of your department who work for vendors or manufacturers cannot:

- Work on the application

- Develop specifications

- Develop statements of work

- Participate in the procurement of any requested item in the grant

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Conflicts May Exist

Those who may not benefit from the procurement of any item or contracted service purchased with grant funds include:

- Volunteers
- Officers
- Members
- Employees
- Family members
- Grant writers

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Conflicts of Interest

Grantees who purchase items from vendors who employ any of their volunteers or members must document the procedures used to avoid a conflict of interest during the procurement process.

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Procurement Integrity

For more information on procurement integrity refer to:

Code of Federal Regulations

CFR 44 Part 13.36

This information may be requested through the Government Printing Office or through an Internet search engine.

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For Grant Assistance

Regional Points of Contact

Name: xxx-xxx-xxxx

Help Desk: 1-866-274-0960

E-mail: firegrants@dhs.gov

Web site: http://fema.gov/firegrants

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Nine Stakeholder Organizations

If you would like to be considered as a panelist for one of our Peer Review Panels and are a member of one of the following stakeholder organizations, please contact your organization with your request, your resume or an outline of your background and experience in the fire service.

If you do not belong to one of these organizations send your information to one of us and we will forward it to the appropriate individual.

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Nine Stakeholder Organizations

- IAFC: International Association of Fire Chiefs

- IAFF: International Association of Firefighters

- NVFC: National Volunteer Fire Council

- NFPA: National Fire Protection Association

- NASFM: National Association of State Fire Marshals

- IAAI: International Association of Arson Investigators

- ISFSI: International Society of Fire Service Instructors

- NAFTD: North American Fire Training Directors

- CFSI: Congressional Fire Services Institute

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Thank You